

**State of Connecticut
The Department of Social Services
Job Opportunity**

Social Worker

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Posting Date: March 4, 2014

Closing Date: March 7, 2014

The Department of Social Services, Division of Social Work Services, is currently accepting applications for a Social Worker position located in our Bridgeport Office.

Open To: The Public and State Employees

PLEASE NOTE: Applications will be accepted only from candidates who have taken the current Social Worker Examination Number 052230 and have received a passing score and from state employees who already have attained permanent status in the Social Worker job classification. Applicants with a Master's Degree in Social Work are preferred.

Position: Social Worker

Position Number: 105890

Bargaining Unit: Social and Human Services (P-2)

Salary Range: \$62,958.00 - \$80,129.00 Annually (Salary Grade SH-24)

Hours of Work: 8:00 am to 4:30 pm - Monday through Friday

Location: 925 Housatonic Avenue, Bridgeport, CT

DUTIES/RESPONSIBILITIES: Performs a variety of highly skilled case work services; obtains medical, physical and social histories of clients in order to provide maximum services to individual(s); confers with clients, relatives, professional associates and other social welfare agencies regarding case problems; provides counseling services to an assigned caseload; provides services to aged and disabled clients in boarding or convalescent homes; conducts and interprets results of investigations, professionally evaluating their significance; seeks employment, housing, financial assistance and other services for an assigned caseload; independently prepares case histories, forms and reports; performs related duties as required.

MINIMUM QUALIFICATIONS REQUIRED (Knowledge, Skills and Abilities): Considerable knowledge of principles, techniques and methods of professional social work; considerable knowledge of various economic, emotional, medical, psychological and social factors influencing attitudes and behavior of individuals and families; knowledge of community resources available to individuals and families; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to interpret and apply social work policies; considerable ability to prepare clear and concise reports and case histories. **Applicants with a Master's Degree in Social Work are preferred.**

Substitution Allowed: For state employees successful completion of the Social Worker Trainee program may be substituted for the General Experience.

Special Requirements:

- 1) Candidates cannot be appointed until all degree requirements are completed.
- 2) Incumbents in this class may be required to speak a foreign language.
- 3) Incumbents in this class may be required to travel.

Note: The position may be filled by mandatory candidates from Re-employment and SEBAC Lists, which we are obligated to use. Applications will be accepted only from candidates who have taken the current Social Worker Examination Number 052230 and have received a passing score or from state employees who already have attained permanent status in the Social Worker job classification.

APPLICATION PROCEDURE: Candidates who meet the above requirements should complete a State of Connecticut Application for Examination or Employment (CT-HR-12). The CT-HR-12 application form may be downloaded from the State of Connecticut's Department of Administrative Services Employment Connection Website at: www.das.state.ct.us/exam/default.asp#APPLICATION. Please also submit with your completed CT-HR-12 a cover letter, and two letters of professional references from current and/or previous supervisors. In lieu of references State employees must submit copies of their two most recent performance appraisals. Due to the large number of applications received, we cannot confirm receipt of applications. Please fax or mail your completed application, cover letter and the additional requested materials to:

Robin Stewart, Human Resources Associate
Department of Social Services
25 Sigourney Street – 12th Floor
Hartford, CT 06106

Fax: (860) 951-2979

APPLICATIONS MUST BE RECEIVED ON OR BEFORE FRIDAY, MARCH 7, 2014, CLOSE OF BUSINESS

An Equal Opportunity / Affirmative Action Employer